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VIA FIRST CLASS MAIL AND EMAIL

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**Re: Kelly Andrade v. Cultural Care, Inc. et al.; United States District Court for the Eastern District of New York; Case No.: 1:21-cv-05237**

Dear Counsel,

As you know, the undersigned represents Defendant Cultural Care, Inc. in the above-captioned case. In accordance with Fed. R. Civ. P. 56 and Local Civil Rule 56.1, please find enclosed copies of the following documents:

1. Defendant Cultural Care's Notice of Motion for Summary Judgment;
2. Defendant Cultural Care's Memorandum of Law in Support of Motion for Summary Judgment;
3. Defendant Cultural Care's Statement of Undisputed Material Facts; and
4. Defendant Cultural Care's Exhibits 1 – 11 in Support of Motion for Summary Judgment.

In accordance with Judge Kuntz's Individual Motion Practices and Rule III.G.1., Defendant Cultural Care, Inc. has elected to file the motion papers when the motion has been fully briefed as a courtesy to the Court. Please serve us with your Opposition, if any, in accordance with the Court ordered briefing schedule. Please feel free to contact me at (617) 439-4990 should you have any questions.

Very truly yours,

Jeffrey P. Allen

Enclosures.